

TRANSPORTATION AUTHORITY OF MARIN (TAM)
EXECUTIVE COMMITTEE MEETING
JUNE 8, 2005

Commissioner members present: Al Boro, City of San Rafael
Alice Fredericks, Town of Tiburon
Steve Kinsey, Marin County Board of Supervisors
Lew Tremaine, Town of Fairfax
Cynthia Murray, Marin County Board of Supervisors

Commissioner members absent: Peter Breen, Town of San Anselmo
Joan Lundstrom, City of Larkspur

Staff members present: Craig Tackabery, TAM Executive Director
Kathleen Booth, Recording Secretary

Chair Kinsey called the meeting to order at 3:10 PM.

1. Approval of Minutes from May 11, 2005 and May 20, 2005 Meetings

The minutes from May 11, 2005 and May 20, 2005 were approved without revision.

2. Executive Director's Report

Executive Director Craig Tackabery reported that at the last Commission meeting the Citizen Oversight Committee appointments were extended until Monday, June 13, 2005, and there are still quite a few vacancies. Commission appointments are still needed in Northern, Central, Ross, Southern, and West Planning Areas, some are alternates and some are members. There are also no applications from major Marin employers.

3. Strategic Plan Process, Development and Policy Issues

Executive Director Craig Tackabery introduced Trudy Presser of Nolte Associates to talk about the Strategic Plan Process. On Attachment A, Proposed Strategic Plan Development Schedule she stated if we use the Schedule as laid out, it would require some efforts in August. They are hoping to have the plan come together with a draft in November and public commentary and adoption in February. The question today is if the Executive Committee supports the Schedule for expanded meeting times for the Executive Committee.

Chair Kinsey asked what is the consequence to the Strategic Plan if Golden Gate Bridge District and MCTD negotiate an extended period to resolve their agreement, how will that work? Trudy Presser responded that we could adopt a financial model based on assumption of allocations for MCTD over an agreed upon period of time. If there were changes, there could be an amendment process.

Due to the large amount of issues to discuss, Trudy suggested changing the time of the Executive Committee meetings to 3:00 PM to 6:00 PM, and to consider confirming the tentative meeting date of August 10th as an official meeting date. The Ex Commission agreed to start the meetings at 2:00 PM and said the schedule was acceptable.

Trudy Presser asked if there were any changes or additions the Executive Committee would like to add to Attachment B, Draft Table of Contents. She said they would be the major headings for the Strategic Plan.

Chair Kinsey questioned the Strategic Plan Section titled "Approach". Trudy Presser responded that generally speaking the approach they would take is going from the Expenditure Plan to an Initial Strategic Plan. They would follow up on updates every two years. There could be dialogue as to the approach taken for a specific year. Therefore, process related issues would end up in the Policies and Implementation Guidelines section.

Trudy Presser talked about Attachment C, Strategic Plan Initial List of Policies for Allocation of Funds, a listing of major financial policy issues developed with staff. The suggestion is to review the list and identify other policy issues that should also be included. Next month staff will come back with proposed responses based on best practices, and draft financial models.

Chair Kinsey stated they would limit the initial review of the policies to the Executive Committee and then take to the full Commission.

Trudy Presser introduced Attachment D, Measure A Sales Tax Availability Spreadsheet based on conservative assumptions. At this point the spreadsheet can be used to entertain near-term allocation requests prior to adoption of the Strategic Plan, and for discussion purposes with potential Measure A claimants. It will be used internally as a tool. Next month a Financial Model will be presented.

Vice-Chair Boro asked if the dollars were inflated over the life of the Measure. Nancy Whelan responded that they were 2004 dollars.

Chair Kinsey summarized the Executive Committee discussion. The Executive Committee direction is to hold the Executive meetings from 2:00 PM and 5:00 PM. They will accept the List of Strategic Plan Policies for Allocation of Funds and identify other policy issues by contacting staff. There will be an Executive Meeting, but no TAM meeting at the end of August.

4. Look and Feel for TAM Materials, Measure A Logo

Sarah-Layton Wallace of CirclePoint gave a presentation at the May 11, 2005 and brought back revisions to the look and feel options for TAM and Measure A logo.

The TAM Look and Feel options were accepted.

There was a suggestion to adjust the TAM logo.

There were suggestions regarding the Measure A logo circle.

Chair Kinsey summarized the Executive Committee discussion; they liked Measure A logo circle but would like different graphics around it. Staff will bring revisions to the next Executive Committee meeting.

5. Administrative Set-up

Commissioner Murray asked Gail Papworth about comparing PERS versus 1937 ACT and Social Security. Gail responded there are two pieces, one is mandatory and one is voluntary. In PERS or 1937 ACT, with Social Security, there is a flat rate the actuarial study is started from. Therefore, the Social Security piece is already built in.

Commission Murray left and the quorum was gone at this point

Executive Director Tackabery asked for feedback on retirement options. He responded to the question if we can offer both PERS and 1937 ACT. Gail Papworth, Consultant, stated the government code limits us to one retirement

system. He asked for direction on which system to pursue and to identify the benefit formula and cost of living adjustments to use for the actuarial studies.

The recommendation was for PERS, the benefit formula would be 2% at 55, and annual cost of living adjustment would be 2%.

Executive Director Tackabery reported Information Services staff has recommended two consultants, one to assist with hardware, network infrastructure, and customer support, the other with email and web hosting. Staff has contacted both consultants and the email and web hosting consultant has provided a proposal. TAM can contract with marin.org servers. He asked for direction on a domain name (Web address) and referenced the packet with domain name search results for names that are not available. Various names were discussed.

Chair Kinsey asked Executive Director Tackabery to bring back suggestions with some identification to TAM to the next meeting for review.

Executive Director Tackabery reported he was not very successful on finding space in the Civic Center building, but he is still looking. He asked for direction. Chair Kinsey along with Executive Director Tackabery stated they would pursue getting something at the Civic Center or Mitchell Blvd. for a period of 6 to 8 months.

Executive Director Tackabery reported on the draft table of contents for the Commissioner/Committee member's handbook. Staff will be preparing a handbook for TAM Commissioners, Technical Advisory Committee members and Citizen Oversight Committee members. Staff is also developing bylaws for the two Committees and they will be provided at a future meeting. There was discussion regarding the pros and cons of a handbook in a 3-ring binder or posting the handbook on a Web site. Chair Kinsey asked Committee members to give some thought to the handbook and to bring it back to the next meeting.

6. Review of Option to Amend TE Project Approval to Include \$22,500 for Bicycle Education Program

Executive Director Tackabery reported on the option to amend TE program to provide some of the funds to bicycle and pedestrian education. He discussed some program options in the packet as follows: the educational class skills for cyclists, the Sonoma County Transit Web page, and the city of San Jose Street Smart program which they would sell us and put our logo on it. He noted the Federal funding was slow and cumbersome and suggested if the Commission wants an education program we look at other funding sources.

Committee members discussed the funding and supported the staff recommendation not to change the TE project list from what was approved by TAM, and to look for funding for a street skills type of class.

7. Congestion Management Plan (CMP) Process and State Transportation Improvement Program (STIP) Policy

Chair Kinsey said he would have to leave, but he would be comfortable with idea that the STIP Policy would stay on the 101 corridor and to make it corridor oriented.

Chair Kinsey left at this point.

Executive Director Tackabery talked about CMP Process. He stated the staff report was the same as the Commission packet of May 26, 2005, which goes over the process and asks for feedback on the strengths and weaknesses in the 2003 CMP that can be addressed in the 2005 or 2007 Updates. The CTC is not likely to fund anything multi modal with the STIP. The staff recommendation was to continue to advocate to the CTC that there should be flexibility in the types of projects eligible for STIP funding in the CTC programming guidelines and that project selection occur at the local level. And, recognizing there is a fiscal crisis in the STIP, insure that STIP

funds provided to Marin County can and will be allocated by the CTC by directing staff to develop a draft 2006 RTIP that focuses funds on Highway 101 corridor and interchange capacity increasing projects.

Vice Chair Boro noted the schedule had a lapse between October and January and requested that the effort be continuous.

8. Open Time for Public Expression

None.

Closed Session

Committee members reconvened in closed session at 4:45 p.m. to discuss the following:

9. Consider appointment to the position of Executive Director pursuant to Government Code Section 54957.
10. Instructions to labor negotiator (Kris Kristensen of CPS Executive Search) regarding negotiation of salaries and compensation for Executive Director pursuant to Government Code Section 54957.6.
11. The Vice-Chair reported that Committee members meet in closed session and advised that there was no announcement at this time.

Reconvene in Open Session.

Committee members reconvened in open session at 4:52 p.m.